

## **Specifications for Central and Marina Park Restroom Janitorial Maintenance**

All Park restrooms will be cleaned daily: Monday through Friday prior to 10:00 a.m. Saturdays, Sundays, and holidays, restrooms will be cleaned prior to 9:00 a.m. Work may not start prior to 6:30 a.m.

### Daily:

1. Scrub and clean the water closets, urinals, sinks, doors, partitions, floors and dispensers. Fixtures shall be free of stains and graffiti. Top and bottom of toilet seats, base and behind fixtures shall be clean. Floors shall not have standing water and shall be squeegee'd or swept after washing to remove standing water. A germicidal detergent shall be used for cleaning.
2. Walls, ceilings and light fixtures will be kept free of cob webs, dirt, algae, "spit-balls," and debris.
3. Check for proper operation and refill all dispensers and paper products.
4. Empty and clean trash containers; replace trash can liners.
5. While servicing restroom, Contractor shall post a sign at the entrance door indicating that the restroom is temporarily closed for cleaning.
6. Any damage, vandalism, or graffiti shall be reported immediately to the Park Maintenance Supervisor at 714-536-5480.

### Weekly:

1. Clean exterior walls and concrete of all restrooms to remove dirt, debris, cobwebs, and stains.
2. Scrub and clean interior walls and ceilings to remove dirt, debris, cobwebs, and stains.
3. Clean all air vents to remove dirt, debris, cobwebs, and stains.

### Paper Products and Supplies:

1. The Contractor shall provide all equipment and supplies; detergents, mops, hoses, brushes, cleaning products, paper products, trash liners, and disinfectants required to maintain the restroom in a clean and orderly manner.
  - a. Toilet paper shall be 500 2-ply sheets/roll, 4.5" x 4.5" Fort Howard 198 Sof-Knit or equivalent
  - b. Trash receptacle liners shall be minimum 1 ml. thickness
  - c. All purpose cleaner shall be non-toxic, biodegradable and germicidal Simple Green d Pro 3 Germicidal Cleaner or equivalent.
2. The quality of all cleaning supplies and paper products is subject to approval by City.

### General Requirements:

1. Employees shall wear uniform furnished by Contractor and bearing company name at all times while servicing City sites.
2. Contractor is responsible to collect trash from restroom receptacles and dispose of at Contractor's premises. City trash receptacles or dumpsters are not to be utilized for disposal of restroom trash.
3. Contractor shall use due care to protect all furnishings, fixtures, landscape, and improvements from damage by its operations. All damage shall be repaired or replaced, at the option of the City, at the Contractor's expense within a reasonable time after notification of such damage.
4. Discharges of detergent and/or wash water to the storm water drainage system from cleaning or hosing of impervious surfaces is prohibited. Contractor is responsible to ensure that all washing fluids are discharged to the sanitary sewer via drains and/or floor drains, or recovered.

### **Alternate Item #1: Specifications for Picnic Shelter Janitorial Maintenance**

Picnic Shelters will be cleaned 2 times per week: Monday and Friday prior to 10:00 a.m. Work may not start prior to 6:30 a.m.

#### **Each Service:**

1. Scrub and clean the picnic tables, sinks, counters, and floors. Tables and floors shall be free of standing water and shall be squeegee'd or swept after cleaning to remove standing water.
2. Clean all barbeque fixtures in and immediately adjacent to the picnic shelter by removing excess food, ashes, and spent charcoal.

#### **General Requirements:**

1. Employees shall wear uniform furnished by Contractor and bearing company name at all times while servicing City sites.
2. Contractor shall use due care to protect all furnishings, landscape, and improvements from damage by its operations. All damage shall be repaired or replaced, at the option of the City, at the Contractor's expense within a reasonable time after notification of such damage.
3. Discharges of detergent wash water to the storm water drainage system from cleaning or hosing of impervious surfaces is prohibited. Contractor is responsible to ensure that all washing fluids are discharged to the sanitary sewer via drains and/or floor drains, or recovered.

## **Alternate Item #2: Specifications for Sunset Beach Greenbelt Restroom Janitorial Maintenance**

All Sunset Beach Greenbelt restrooms will be cleaned daily: Monday through Sunday (7 days per week) commencing at 10:00 p.m. Work cannot be started prior to 10 p.m.

### Daily:

1. Scrub and clean the water closets, urinals, sinks, doors, partitions, floors and dispensers. Fixtures shall be free of stains and graffiti. Top and bottom of toilet seats, base and behind fixtures shall be clean. Floors shall not have standing water and shall be squeegee'd or swept after washing to remove standing water. A germicidal detergent shall be used for cleaning.
2. Walls, ceilings and light fixtures will be kept free of cob webs, dirt, algae, "spit-balls," and debris.
3. Check for proper operation and refill all dispensers and paper products.
4. Empty and clean trash containers; replace trash can liners.
5. Sweep exterior showers to remove sand and debris. Scrub and clean the exterior showers with germicidal cleaner to remove dirt, mold, and algae.
6. Scrub and clean the exterior water fountains with germicidal cleaner.
7. While servicing restroom, Contractor shall post a sign at the entrance door indicating that the restroom is temporarily closed for cleaning.
8. Contractor will LOCK all restrooms upon completion of the specified work.
9. Any damage, vandalism, or graffiti shall be reported immediately to the Park Maintenance Supervisor at 714-536-5480.

### Weekly:

1. Clean exterior walls and concrete of all restrooms to remove sand, dirt, debris, cobwebs, and stains.
2. Scrub and clean interior walls and ceilings to remove dirt, debris, cobwebs, and stains.
3. Clean all air vents to remove dirt, debris, cobwebs, and stains.

### Paper Products and Supplies:

1. The Contractor shall provide all equipment and supplies; detergents, mops, hoses, brushes, cleaning products, paper products, trash liners, and disinfectants required to maintain the restroom in a clean and orderly manner.
  - a. Toilet paper shall be 500 2-ply sheets/roll, 4.5" x 4.5" Fort Howard 198 Sof-Knit or equivalent.
  - b. Trash receptacle liners shall be minimum 1 ml. thickness.
  - c. All purpose cleaner shall be non-toxic, biodegradable and germicidal Simple Green d Pro 3 Germicidal Cleaner or equivalent.
2. The quality of all cleaning supplies and paper products is subject to approval by City.

### General Requirements:

1. Employees shall wear uniform furnished by Contractor and bearing company name at all times while servicing City sites.
2. Contractor is responsible to collect trash from restroom receptacles and dispose of at Contractor's premises. City trash receptacles or dumpsters are not to be utilized for disposal of restroom trash.
3. Contractor shall use due care to protect all furnishings, fixtures, landscape, and improvements from damage by its operations. All damage shall be repaired or replaced, at the option of the City, at the Contractor's expense within a reasonable time after notification of such damage.

4. Discharges of detergent and/or wash water to the storm water drainage system from cleaning or hosing of impervious surfaces is prohibited. Contractor is responsible to ensure that all washing fluids are discharged to the sanitary sewer via drains and/or floor drains, or recovered.

## BID SHEET

**Provide Central and Marina Park Restroom Janitorial Pricing as Follows:**

Location	(a) # Restrooms	(b) Monthly Service per Restroom	(a) x (b) Total Monthly
Central Park (6 buildings)	12		
Marina Park (1 building)	2		
Total	14		

Location	As Needed Extra Daily Service; Weekday. Per Restroom	As Needed Extra Daily Service; Saturday, Sunday and Holiday. Per Restroom
Central Park		
Marina Park		

**Provide Hourly Rates as follows:**

Janitor's Hourly Rate: \$ \_\_\_\_\_

Supervising Janitor's Hourly Rate: \$ \_\_\_\_\_

**Provide Bid Alternate #1 - Picnic Shelter Janitorial Pricing as follows:**

Location	# Shelters	Monthly Service	As Needed Extra Daily Service; weekday	As Needed Extra Daily Service; Saturday, Sunday and holiday
Central Park	1			
Marina Park	1			
Total	2			

**Provide Bid Alternate #2 – Sunset Beach Greenbelt Restroom Janitorial pricing as follows:**

Location	(a) # Restrooms	(b) Monthly Service per Restroom	(a) x (b) Total Monthly
Sunset Beach Greenbelt (5 buildings)	20		
Total	20		